

BOARD POLICY
LUBBOCK BASKETBALL OFFICIALS CHAPTER
Lubbock, Texas

September 20, 2022

GENERAL ARTICLES:

1. All games will be scheduled by the assigning secretaries, except for tournament games. When scheduling games, the following will be taken into consideration but not limited to: availability, distance, scratch list (schools & officials), complaints, playoff experience, camps, improvements, etc. ...
2. The Board may appoint a sub-varsity secretary to assist with assignment of sub-varsity games. This position, if appointed, shall be an ex-officio member of the Board without vote and will report to the chapter secretary.
3. Each assigned referee has the responsibility for contacting his/her assigned co-official, no later than 48 hours prior to the assignment, for the purpose of confirming transportation to and from the assignment, time, and travel arrangements.
4. No official shall change assignments with another official or request another official to “cover” an assignment for him/her without prior approval of the chapter assigning secretary prior to the game. If violated, the member will pay a twenty-five (\$25.00) per game fine.
5. No new member will be able to join LBOC after November 30th.
6. The Board reserves the right to deny membership from any individual.
7. Point breakdown definition:
 - Varsity Games = 2 points
 - Sub-Varsity Games (9th/ Sophomore/ JV) = 1 point
 - Junior High Games = .5 point
8. A point sheet must be turned into the treasurer by the stated date each year, in order to obtain points.
9. The Board may appoint a web master to assist the treasurer with recording of minutes and posting on the web page. This position, if appointed, shall be an ex-officio member of the Board without vote and will report to the chapter treasurer.
10. Any member with a grievance pertaining to the board policy may appeal. The member shall then email the Board President with their concerns and due process will be followed.
11. The Board may remove from office any member who fails to perform assigned duties and tasks with due cause. The Board will utilize the due process outlined in the LBOC Constitution.
12. The Chapter recognizes the right of members to officiate in an environment free from all forms of harassment and discrimination.

CHAPTER MEMBERSHIP AND EXPECTATIONS:

1. In order to be eligible to officiate any games the Chapter member must be in good standing. Good standing is defined as a person who:
 - a. Pay current year's state and local dues.
 - Any official who missed the deadline for payment of local dues, who wishes to remain an active member shall be charged a twenty-five (\$25.00) reinstatement fee, plus local annual dues.
 - b. Take and pass current years tests with a minimum score of 70. The tests include Basketball Rules Exam and 2-Person Mechanics Exam.
 - c. Attend the mandatory Rules Clinic
 - If a member does not attend the Rules Clinic, a makeup is required and the member shall pay a twenty-five (\$25.00) make up fee. There will be one make-up Rules Clinic offered. This make-up Rules Clinic will be available at a scheduled Chapter Meeting.
 - d. The Board has the right to remove a member's "good standing" status.
2. All Chapter member are expected to:
 - a. Work a preseason scrimmage.
 - b. Attend fifty percent (50%) of chapter meetings, including the mandatory Rules Clinic. Excuses for missing meetings will be accepted and must be submitted via the website to the chapter Treasurer by midnight (12:00AM) of the scheduled meeting missed explaining the reason for absence. A member will only be able to use two (2) excuses per season towards the fifty percent (50%) attendance requirement.
 - c. Manage block dates and accept assignments in a reasonable amount of time.
 - d. Be onsite where the assignment is to take place 30 minutes prior to the scheduled tip. Be dressed and prepared to go on the floor 15 minutes before the scheduled tip-off.
 - e. Not officiate in any UIL-sanctioned contest with an individual who is not a member of a UIL recognized chapter. Exception – May officiate with an employee of the host school district.

CRITERIA FOR NON-VARSITY OFFICIATING - REGULAR SEASON ASSIGNMENTS:

To be eligible to officiate regular season Non-Varsity assignments an official must:

1. Be a member of good standing as defined by Board Policy.

CRITERIA FOR VARSITY OFFICIATING - REGULAR SEASON ASSIGNMENTS:

To be eligible to officiate regular season Varsity games an official must:

1. Be a member in good standing as defined by Board Policy.
2. Have taken and passed the current year's tests with a minimum score of 80%. The tests include Basketball Rules Exam, 2-Person, and 3-Person Mechanics Exam.

3. All varsity officials are required to attend a board approved educational opportunity (camp) a minimum of once every three calendar years. It is the official's responsibility to turn that information into the chapter treasurer. Starting May 5th, 2021.

CRITERIA FOR POST-SEASON ELIGIBILITY OFFICIATING:

To be eligible to officiate post-season assignments an official must:

1. Be a member in good standing as defined by Board Policy and met requirements for Varsity officiating.
2. Have taken and passed the current years tests with a minimum score of 90%. The tests include Basketball Rules Exam, 2-Person, and 3-Person Mechanics Exam.
3. **Must** have officiated a preseason scrimmage.
4. **Must** attend 50% of chapter meetings including the rules clinic. (Refer to Chapter Member and Expectations 2.b)
5. Official must meet current season point requirements (refer to General Articles 7)
 - a. Member must obtain a MINIMUM of 30 points to be eligible.
 - A maximum of 10 points may be obtained through tournament assignments.
 - The remainder of the points must be obtained through assignments made by the assigning secretary.

CRITERIA FOR BEING CONSIDERED TO REPRESENT LUBBOCK CHAPTER AT REGIONAL FINAL/STATE TOURNAMENTS:

To be eligible to officiate Regional Final/ State tournament games an official must:

1. Be a member in good standing as defined by Board Policy and met all requirements for post-season officiating.
2. Any official selected to officiate any UIL Regional Final or State Tournament games must accept within 24 hours of notification. It is strongly suggested that all selected officials will travel together to their respective tournament game site.
3. Official must have signed the "Commitment to Represent" form that is made available to all members by the stated deadline. The form states that those members who wish to be in the pool of candidates for consideration to represent the chapter on a potential regional final or state tournament crew agrees, in writing, to accept the assignment should they be honored with such. If the official is unable to meet the commitment of the assignment, the Board reserves the right to determine any needed disciplinary action that is appropriate for not honoring the assignment.

COMMITTEE FOR SELECTION OF REGIONAL FINAL/STATE TOURNAMENT CREW NOMINEES FOR LBOC:

1. The Lubbock Basketball Officials Chapter will install a committee each year for the purpose of formulating crews to submit to the UIL for consideration as regional final and/or state tournament officials annually. The committee shall be made up of:
 - Assignment Secretary
 - THSBOA Representative (or state representative)
 - Chapter President
 - 2 At-Large Chapter Members

2. The committee shall formulate a plan for which to use resources and input as they deem necessary to select the best possible crews to represent the LBOC at regional final/state tournaments. Need to report the results of the committee to the board.

SOCIAL MEDIA POLICY

1. It shall be considered a violation of chapter policy and be deemed a breach of ethical conduct for any member of the LBOC to knowingly post, submit, or place onto social media sites of any nature, information pertaining to teams, coaches, schools, players, and fellow officials, regarding any assignments from the LBOC.
2. Furthermore, it shall be considered a violation of the Conflict of Interest policy of the LBOC for any member to officiate in any game that involves a team, coach, school, or player that is or has been referenced on any social media site by that member.
3. The penalty for such will include an appearance before the Board with penalties levied based on Board recommendation.

ANNUAL CHAPTER AWARDS PROGRAM - LBOC RECOGNITION COMMITTEE

1. Each year the Lubbock Basketball Officials Chapter shall accept nominees for annual chapter awards: Virgil L. Johnson Honorary Lifetime Membership Award, LBOC Golden Whistle Award and LBOC Newcomer of the Year Award. Any chapter member “in good standing” may submit nominees for the respective awards (criteria for each award is on LBOC website).
2. The chapter member nomination period is from January 1 thru April 15. Nomination forms are on the LBOC website. All completed forms shall be submitted to the committee chairman before the deadline. Committee nominations will occur during the scheduled committee meeting to discuss nominations.
3. A committee made up of members of the LBOC will be tasked with reviewing nominees and selecting award winners each year based on the following LBOC Recognition Committee stipulations:
 - a. The Recognition Committee will be appointed by the Board of Directors.
 - b. The Recognition Committee will be a standing committee and an appointment to the committee must be accepted by the member.
 - c. The Committee will be an eleven-member committee made up of the following:
 - Chairperson (Appointed by Board)
 - Chapter President
 - Chapter Secretary
 - Chapter Treasurer
 - THSBOA State Representative
 - Six (6) chapter members selected by the board of directors.
4. A member of the committee may not hold two committee spots concurrently.
5. The appointed person(s) will remain on the committee until:
 - a. They resign from the committee
 - b. Become inactive
 - c. Are no longer in good standing with the chapter
 - d. Leave their position on the Board of Directors
 - e. Serve four years on the committee as an appointed member

6. If a committee member leaves the committee for any of the aforementioned reasons, the current Board of Directors will appoint a replacement for that member. Any member may be re-appointed by the Board of Directors.
7. The committee chairperson will be responsible for the following:
 - a. Identifying and reporting to the Board of Directors, any members of the committee who are ineligible to be part of the committee.
 - b. Coordinating nominations and selection of the yearly winners.
 - c. Vote only in the event that there is a tie in the committee voting.
 - d. Presenting the winners to the Board of Directors.
 - e. Coordinating the selection of the yearly awards with the funding entity.
 - f. Notifying the winners of the three awards.
 - g. Presenting the winners with their awards during the first stated chapter meeting the following season (may opt to re-schedule pending availability of award winners to attend.)
 - h. Attending all committee meetings that are relative to the awards.
8. The other committee members will be responsible for the following:
 - a. Accepting nominations, in writing, from any member of the chapter.
 - b. Submitting Committee Nominees during called Committee Meeting
 - c. Contributing to the discussion of the nominees for the awards.
 - d. Voting on the nominees for the awards.
 - e. Selecting the physical awards each season, to be awarded to the winners.
 - f. Attending all committee meetings that are relative to the awards.

ETHICS COMMITTEE

1. The Lubbock Basketball Officials Chapter will install a fact finding committee with the objective of investigating any alleged violation of ethics or behavior based of the LBOC Constitution, By-Laws, or Board Policy. All allegations will be investigated by the committee.
2. The committee will consist of five (5) members:
 - Past President
 - Division Rep
 - Three (3) non-board chapter members consisting of Division 1, 2, or 3 and a member in good standing. The selection of the three (3) members will be selected by the Chapter President. Members will be brought to the Board for consideration and Board vote approval. The duties of the elected members to the committee will begin when elected and will end the Monday following the UIL Boys State Tournament for that season.
3. All members of this committee will sign a confidentiality agreement. Failure to uphold the agreement will result in being removed from the committee. The Board will replace any expelled committee member with appropriate member to complete the season. The removed member(s) MAY have disciplinary actions brought against them.
4. The Division Rep will serve as the chairman of the committee and be assigned based on the members division that is in question.
5. The Past President will be given the information of the violation and will be responsible for getting together with the other members to set up the committee. The Chairman of the committee will set up the meeting date and time to gather all findings of the investigation.
6. All concluded investigations will be brought to the LBOC Board in writing. The Chairman will present the case to the board at the next meeting if possible.

7. If the committee determines by majority vote there IS a violation, the information will be presented to the board for further actions.
8. If the committee determines by majority vote there is no violation, the Chairman will contact the member in question and discuss the results of the investigation.
9. If a member of the ethics committee is brought up on an ethics inquiry, that member will step down during that investigation only. The President will take his/her position for the duration of that investigation. If said member is the division rep for that investigation, the President will chair that committee.

Addendum to Constitution- **Section III: Offenses, Disciplinary Action, and Procedures, as well as, Dues Process.
“Investigative committee” in the Constitution will be handled by the “Ethics Committee”